

# MISSOURI

The Federal Post Card Application (FPCA) is the primary form for requesting registration and/or an absentee ballot from your election official. **Read all instructions printed below and on the FPCA before completing and signing your application.**

# FEDERAL POST CARD APPLICATION

# REGISTRATION AND ABSENTEE BALLOT REQUEST - FEDERAL POST CARD APPLICATION (FPCA)

APPLICATION FOR STATE OF \_\_\_\_\_

COUNTY OF \_\_\_\_\_

CITY OR TOWNSHIP OF \_\_\_\_\_

I REQUEST ABSENTEE BALLOTS FOR ALL ELECTIONS IN WHICH I AM ELIGIBLE TO VOTE.

## 1. APPLICANT INFORMATION (See instruction 1.)

a. TYPED OR PRINTED NAME (Last, First, Middle Initial)

b. SEX c. RACE

d. DATE OF BIRTH

e. SOCIAL SECURITY NUMBER

f. OTHER IDENTIFICATION NO. (passport, ID card)

## 2. I LAST VOTED or PLACE OF LAST REGISTRATION (Do not leave this section blank. See instructions.)

a. YEAR b. COUNTY, CITY, OR TOWNSHIP

c. STATE

d. VOTER REGISTRATION NO. (if known)

## 3. VOTING RESIDENCE (For military, legal residence. For overseas civilians, last residence in U.S. IF USING RURAL ROUTE, SEE INSTRUCTIONS.)

a. LAST DATE OF RESIDENCY

b. NUMBER AND STREET (Do not use Post Office Box)

c. CITY, TOWN OR VILLAGE

d. STATE

e. COUNTY OR PARISH

f. ZIP CODE (9 -digit, if known)

## 4. MAIL ABSENTEE BALLOT TO: (Mailing address where you want the ballot to be sent.)

## 5. YOUR FAX NUMBER (If this application is faxed, include all international prefixes. See instructions.)

## 6. POLITICAL PARTY AFFILIATION (This information is required by most states to send you a ballot for primary elections. See Instructions.)

## 7. REMARKS (Provide additional information which will assist local election officials in determining your eligibility to register and vote. See Instructions.)

## 8. AFFIRMATION BY APPLICANT

X only one: a, b, c or d  
I swear/affirm, under penalty of perjury, that I am: (See Instructions)

a. a member of the Uniformed Services or merchant marine on active duty, or an eligible spouse or dependent.

b. a U.S. citizen temporarily residing outside the U.S.

c. a U.S. citizen overseas by virtue of employment or accompanying spouse or dependent.

d. other U.S. citizen residing outside the U.S.

e. I am a U.S. citizen, eligible to vote in the above jurisdiction, and subscribed to any required state/local oath or statement.

f. I have not been convicted of a felony or other disqualifying offense or been adjudicated mentally incompetent, or if so, my voting rights have been reinstated.

g. I am not registering, requesting a ballot, or voting in any other jurisdiction in the U.S.

h. The information on this form is true and complete.

i. SIGNATURE OF APPLICANT

j. DATE

X

## 9. WITNESS/NOTARY ADDRESS AND SIGNATURE

(If required by state law)

DATE SIGNED

The information contained herein is for official use only. Any unauthorized release of this information may be punishable by law.

## Application Instructions

Circled letters on the form above correspond to the instructions below. **You must complete all shaded areas.**

**A.** Do not leave blank. Enter “N/A” if not applicable or if you are a first time voter.

**B.** Provide the complete street address of your Missouri voting residence. A post office box is not sufficient. If your address includes a rural route, describe its location. For example: “on Highway \_\_\_\_\_, 2 miles past Highway \_\_\_\_\_, across the street from the \_\_\_\_\_ gas station.” This address must be different from the one provided in Item 4 and must be within the county or city where you claim legal voting residence.

**C.** Print the complete address where you want your ballot sent - usually your current mailing address. It must be different from the address you provided in Item 3.

**D. You must request a particular party's ballot to apply for a primary election ballot** (Example: Democrat, Republican) or write "none" in Item 6 of the FPCA. If you do not respond to the request for a political party designation, the election authority is authorized to provide that part of the ballot for which no political party designation is required. Political party affiliation is not required if only requesting absentee ballots for general elections.

**E.** Check ONE box.

**F.** The applicant must sign and date the FPCA for it to be processed by the local election official.

## I. UNIFORMED SERVICES

### A. Who Can Do It

These procedures apply to persons who are U.S. citizens, residents of Missouri and members of the Uniformed Services and their family members. Uniformed Services are defined as members of the U.S. Armed Forces, merchant marine, commissioned corps of the Public Health Service and the National Oceanic and Atmospheric Administration.

### B. When To Do It

You may use a single FPCA to request absentee ballots for both the primary and general elections in a calendar year (for local, state and Federal offices).

(1) **You are not required to register, but you may register permanently and request an absentee ballot**, by sending a completed FPCA to the local election official requesting the state registration card in time to receive the state registration card, fill it in and return it to the local election official so that it arrives not later than the fourth Wednesday (27 days) before the election. Upon timely return of the state registration card, the local election official will send you an absentee ballot.

**To request an absentee ballot only**, send a completed FPCA to the local election official so that it arrives not earlier than the sixth Tuesday (42 days before the election) and not later than the Wednesday before the election. All applications for absentee ballots received prior to the sixth Tuesday before an election will be stored by the local election official until such time as the applications are processed.

(2) Return the voted ballot to the local election official so that it arrives before 7:00 p.m. on election day.

Absentee ballots are available beginning 42 days prior to the election.

If you are outside the U.S. and have not received your state ballot in a timely manner, use the Federal Write-In Absentee Ballot. See instructions in Chapter 2.

### C. Oath/Witness Requirements

The FPCA is not sworn to or witnessed. The state registration card used to register permanently must be wit-

nessed by a notary public or other officer authorized by law to administer oaths.

### D. Electronic Transmission of FPCAs and Ballots

- Some Missouri counties may allow you to send the FPCA application for an absentee ballot by fax. After faxing, submit the FPCA by mail.
- Missouri does not allow you to receive the blank ballot by fax.
- Missouri does not allow you to return the voted ballot by fax.

Please refer to Appendix C for specific instructions when transmitting election materials electronically. **Use only the following numbers:**

DSN 223-5527

(703) 693-5527

1-800-368-8683

### E. Application For Ballot By Proxy

Your spouse, grandparent, parent, brother, sister, child or grandchild may request (in person to the local election official) that an absentee ballot be mailed to you.

### F. Special Write-in Absentee Ballot

Missouri provides a state special write-in absentee ballot available 80 days before a general election if you will be unable to vote by any other means due to requirements of military service or due to living in an isolated or extremely remote area of the world.

You may use the FPCA to request this state special write-in absentee ballot. In Item 7 of the FPCA, place one of the state special write-in labels from Section III.F. If no labels are available, write in Item 7: "I am unable to vote by any other means due to requirements of military service or due to living in isolated or extremely remote areas of the world. I request a special write-in absentee ballot."

You must request the state special write-in ballot within 80 days of a general election. Vote this ballot by writing in a party preference or the names of specific candidates.

Instructions continue in Section III: Uniformed Services & Civilians Outside U.S.

## II. CIVILIANS OUTSIDE U.S.

### A. Who Can Do It

These procedures apply to persons who are U.S. citizens, residents of Missouri and overseas electors. The term “overseas elector” means a U.S. citizen who resides outside the U.S. and (but for such residence) would be qualified to vote in Missouri.

- civilian employees of the U.S. Government residing overseas and their spouses and dependents (for local, state and Federal office ballots)
- members of religious or welfare groups attached to the military overseas and their spouses and dependents (for local, state and Federal office ballots)
- other Missouri residents temporarily residing outside the U.S. (for local, state and Federal office ballots)
- overseas electors (for Federal office ballots only)

### B. When To Do It

You may use a single FPCA to request absentee ballots for both the primary and general elections in a calendar year.

(1) You are not required to register, but you may **register permanently and request an absentee ballot** by sending a completed FPCA to the local election official requesting the state registration card in time to receive the state registration card, fill it in and return it to the local election official so that it arrives not later than the fourth Wednesday (27 days) before the election. Upon timely return of the state registration card, the local election official will send you an absentee ballot.

If you are a **Missouri resident temporarily residing outside the U.S., are not affiliated with the U.S. Federal Government** and wish to receive a ballot for local, state and Federal offices (instead of a ballot for Federal offices only), you must permanently register {using procedure outlined in B(1) above} to receive such ballot. Otherwise, you will be treated as an overseas elector and will be sent a ballot for Federal offices only.

**To request an absentee ballot only**, send a completed FPCA to the local election official so that it arrives not earlier than the sixth Tuesday (42 days before the election) and not later than the Wednesday before the elec-

tion. All applications for absentee ballots received prior to the sixth Tuesday before an election will be stored by the local election official until such time as the applications are processed.

**If you are an overseas elector**, you are eligible to vote for Federal offices only and your application for an absentee ballot must be received not later than 5 p.m. on the Wednesday prior to election day.

(2) Return the voted ballot to the local election official so that it arrives before 7:00 p.m. on election day.

Local election officials mail ballots beginning 42 days prior to the election. Local election officials will send ballots for Federal offices only to overseas electors, and to those temporarily overseas persons who did not timely complete the permanent registration procedure.

If you have not received your state ballot in a timely manner, use the Federal Write-In Absentee Ballot. See instructions in Chapter 2, page 12.

### C. Oath/Witness Requirements

The FPCA is not sworn to or witnessed. The state registration cards used to register permanently must be witnessed by a notary public or other officer authorized by law to administer oaths.

### D. Electronic Transmission of FPCAs and Ballots

- Some Missouri counties may allow you to send the FPCA application for an absentee ballot by fax. After faxing, submit the FPCA by mail.
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## F. Special Write-in Ballot

Missouri provides a state special write-in absentee ballot available 80 days before a general election if you will be unable to vote by any other means due to living in an isolated or extremely remote area of the world.

You may use the FPCA to request this state special write-in absentee ballot. In Item 7 of the FPCA, place one of the state special write-in labels from Section III.F. If no labels are available, write in Item 7: "I am unable to vote by any other means due to requirements of military service or due to living in isolated or extremely remote areas of the world. I request a special write-in absentee ballot."

You must request the special write-in ballot within 80 days of a general election. Vote this ballot by writing in a party preference or the names of specific candidates.

Instructions continue in Section III: Uniformed Services & Civilians Outside U.S.

## III. UNIFORMED SERVICES & CIVILIANS OUTSIDE U.S.

### A. Bars to Registration and Voting

Persons imprisoned, on probation or parole for a felony, convicted of an election law violation, or found incapacitated (with loss of voting rights) may not register or vote.

### B. Cancellation of Registration

Registration is canceled if a voter fails to respond to a confirmation notice and then fails to vote by the second general election occurring after the notice.

### C. Late Registration

Members of the Armed Forces and merchant marine, civilian employees of the U.S. Government working outside the U.S. and members of religious or welfare organizations assisting Service members who have been honorably discharged or terminated from their service within sixty days of an election, are eligible to vote in that election.

### D. Action on Registration Requests

Verification notices are sent within seven (7) working days of receipt of application. Rejection notices are sent within seven (7) working days of receipt of application.

## E. Where To Send It

Mail your FPCA to the County Clerk in the city or county of your legal voting residence, listed as follows (unless otherwise noted):

City	County Seat	Zip Code
Kansas City*		64108-1800
St Louis*		63101-1914
County	County Seat	Zip Code
Adair	Kirksville	63501-2890
Andrew	Savannah	64485-0206
Atchison	Rock Port	64482-0280
Audrain	Mexico	65265-2769
Barry	Cassville	65625-1422
Barton	Lamar	64759-1498
Bates	Butler	64730-2088
Benton	Warsaw	65355-1238
Bollinger	Marble Hill	63764-0110
Boone	Columbia	65201-7731
Buchanan	Saint Joseph	64501-1729
Butler	Poplar Bluff	63901-5840
Caldwell	Kingston	64650-0067
Callaway	Fulton	65251-1792
Camden	Camdenton	65020-0960
Cape Girardeau	Jackson	63755-1870
Carroll	Carrollton	64633-1680
Carter	Van Buren	63965-0517
Cass	Harrisonville	64701-9804
Cedar	Stockton	65785-0126
Chariton	Keytesville	65261-1086
Christian	Ozark	65721-0549
Clark	Kahoka	63445-1297
Clay*	Liberty	64068-1623
Clinton	Plattsburg	64477-0245
Cole	Jefferson City	65101-3212
Copper	Boonville	65233-1276
Crawford	Steelville	65565-0620
Dade	Greenfield	65661-1351
Dallas	Buffalo	65622-0436
Daviess	Gallatin	65640-1152
De Kalb	Maysville	64469-0248
Dent	Salem	65560-1436
Douglas	Ava	65608-0398
Dunklin	Kennett	63857-0188
Franklin	Union	63084-0311
Gasconade	Hermann	65041-1185
Gentry	Albany	64402-1880
Greene	Springfield	65802-3846
Grundy	Trenton	64683-2063
Harrison	Bethany	64424-0525
Henry	Clinton	64735-2080
Hickory	Hermitage	65668-0003
Holt	Oregon	64473-0437
Howard	Fayette	65248-0551
Howell	West Plains	65775-3496
Iron	Ironton	63650-0042
Jackson*	Independence	64051-0296
Jasper	Carthage	64836-1690
Jefferson	Hillsboro	63050-0100
Johnson	Warrensburg	64093-1708
Knox	Edina	63537-1413
Laclede	Lebanon	65536-3099
Lafayette	Lexington	64067-0357
Lawrence	Mount Vernon	65712-0309
Lewis	Monticello	63457-0067
Lincoln	Troy	63379-1192
Linn	Linneus	64653-0092
Livingston	Chillicothe	64601-2253
McDonald	Pineville	64856-0655
Macon	Macon	63552-0096
Madison	Fredericktown	63645-0655
Maries	Vienna	65582-0205
Marion	Palmyra	63461-1697
Mercer	Princeton	64673-1240
Miller	Tuscumbia	65082-0012
Mississippi	Charleston	63834-0369
Moniteau	California	65018-1675
Monroe	Paris	65275-1399
Montgomery	Montgomery City	63361-1956
Morgan	Versailles	65084-1298
New Madrid	New Madrid	63869-0068
Newton	Neosho	64850-0488
Nodaway	Maryville	64468-1673
Oregon	Alton	65606-0324
Osage	Linn	65061-0826

County	County Seat	Zip Code	County	County Seat	Zip Code
Ozark	Gainesville	65655-0416	Saline	Marshall	65340-2124
Pemiscot	Caruthersville	63830-9998	Schuyler	Lancaster	63548-0187
Perry	Perryville	63775-1399	Scotland	Memphis	63555-1449
Pettis	Sedalia	65301-4494	Scott	Benton	63736-0188
Phelps	Rolla	65401-3068	Shannon	Eminence	65466-0187
Pike	Bowling Green	63334-1641	Shelby	Shelbyville	63469-0186
Platte	Platte City	64079-0030	Stoddard	Bloomfield	63825-0209
Polk	Bolivar	65613-1622	Stone	Galena	65656-0045
Pulaski	Waynesville	65583-2600	Sullivan	Milan	63556-1360
Putnam	Unionville	63565-1659	Taney	Forsyth	65653-0156
Ralls	New London	63459-0400	Texas	Houston	65483-1226
Randolph	Huntsville	65259-1039	Vernon	Nevada	64772-3367
Ray	Richmond	64085-1755	Warren	Warrenton	63383-1998
Reynolds	Centerville	63633-0010	Washington	Potosi	63664-1799
Ripley	Doniphan	63935-1699	Wayne	Greenville	63944-0048
St Charles	St Charles	63301-2875	Webster	Marshfield	65706-2100
St Clair	Oceola	64776-0525	Worth	Grant City	64456-0450
St Francois	Farmington	63640-3191	Wright	Hartville	65667-0098
St Louis*	Maplewood	63143-3810			
Ste Genevieve	Ste Genevieve	63670-1696			

\* = mail to the Board of Election Commissioners.

***“Celebrate Diversity -- Vote For Your America”***

by Major Regina M. Kilmer, Missouri Army National Guard





